



MONTANA LEGISLATIVE BRANCH

Legislative Fiscal Division

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Legislative Fiscal Analyst
CLAYTON SCHENCK

September 28, 2005

Jim Lynch, Director
Department of Transportation
PO Box 201001
Helena, MT 59620

Dear Mr. Lynch:

At the June meeting of the Legislative Finance Committee (LFC), the committee voted to request information from each agency on the status of certain FTE for which funding was added in HB 2. This letter is our request for this information. Specifically, the committee wishes to know:

- 1) Which positions have been filled
- 2) The status or projected hire date of positions that have not been filled
- 3) Issues encountered in attempting to fill the positions

Attached to this letter is a form(s) for the positions for which the LFC requests this information. Please complete and return the form via email to the analyst listed on the form and to Diane McDuffie at dimcduffie@mt.gov in the Legislative Fiscal Division by October 14, 2005.

Thank you for your attention to this matter. If you have any general questions about this request, please contact Taryn Purdy at 5383, or at tpurdy@mt.gov. If you have questions about a particular update, please contact the LFD staff person listed.

Sincerely,

Clayton Schenck
Legislative Fiscal Analyst

FTE Information Requested by the Legislative Finance Committee For the 2007 Biennium

General Information

Agency Name: Dept. of Transportation
Due Date: 14-Oct-05
LFD Contact: DeWitt, Greg
Agency Contact: Larry Flynn

Specific Information

Decision Package: NP-101
of FTE: 5.00

FTE Purpose: Integrated Financials project - IT personnel

FTE Information Required

If the FTE have not been hired:

When will the FTE be hired? (Be specific as possible e.g., December, end of 3rd quarter, etc.)

The agency projects to have all five positions filled by November 1, 2005. The Information Services Division (ISD) is responsible for three of these five FTE. These positions have been advertised and the job posting closed on Monday, October 3, 2005. ISD is in the process of evaluating the applications and scheduling interviews as appropriate. The other two positions are located in the Administration Division. The hiring of these positions has been delayed because the Integrated Financials Plan needed to be updated for two reasons: 1) the original plan included a budget for contracted services, which was removed from the decision package during the session; and 2) there is now an additional requirement to redesign the Indirect Cost Allocation Plan (ICAP) that needs to be considered. It is the Department's intent to draw upon the existing resources within the Division to fill these positions as the skill-sets required demand a solid foundation in the Department's business practices. A plan to reallocate resources appropriately, including the backfill of vacated positions is currently being developed.

If recruitment efforts were unsuccessful, what prevented you from hiring? (e.g. didn't get qualified applicants, vacancy savings, etc.) _____

FTE Information Requested by the Legislative Finance Committee For the 2007 Biennium

General Information

Agency Name: Dept. of Transportation
Due Date: 14-Oct-05
LFD Contact: DeWitt, Greg
Agency Contact: Larry Flynn

Specific Information

Decision Package: PL-201
of FTE: 2.00

FTE Purpose: Traffic engineers - address increasing demand

FTE Information Required

Position FTE Hired For (Please provide position name e.g., Program Manager for Small Business Insurance Pool)	Hire Date
54136113 – Traffic Enginner (Dan Hanni)	10/1/05
54136113 – Traffic Enginner (Randy Boysen)	10/1/05

If the FTE have not been hired:

When will the FTE be hired? (Be specific as possible e.g., December, end of 3rd quarter, etc.)

If recruitment efforts were unsuccessful, what prevented you from hiring? (e.g. didn't get qualified applicants, vacancy savings, etc.) _____

FTE Information Requested by the Legislative Finance Committee For the 2007 Biennium

General Information

Agency Name: Dept. of Transportation
Due Date: 14-Oct-05
LFD Contact: DeWitt, Greg
Agency Contact: Larry Flynn

Specific Information

Decision Package: NP-211
of FTE: 2.00

FTE Purpose: Civil engineers - perform bridge inspections

FTE Information Required

If the FTE have not been hired:

When will the FTE be hired? (Be specific as possible e.g., December, end of 3rd quarter, etc.)

The goal is to have the positions filled by December 31, 2005. Currently, a job profile is being developed for these positions to be consistent with the existing bridge inspectors.

If recruitment efforts were unsuccessful, what prevented you from hiring? (e.g. didn't get qualified applicants, vacancy savings, etc.)